



JEFFERSON COUNTY COUNTY ADMINISTRATOR

Website: jeffersoncountywi.gov

**"Jefferson County: Responsible government
advancing quality of life"**

***REVISED 06-11-2014**

MEMORANDUM

BEN WEHMEIER
County Administrator

TAMMIE JAEGER
Administrative Secretary

TO: Editors

FROM: Ben Wehmeier, County Administrator

DATE: June 5, 2014

SUBJECT: JEFFERSON COUNTY Meetings – Week of June 9, 2014

June 9, 2014 Monday	UW Extension Education Committee	8:30 a.m.	UW Extension 864 Collins, Rm 12, Jefferson
	Drainage Board	9:30 a.m.	Jefferson County Courthouse, Rm 202
	Farmland Conservation Easement Commission	12:30 p.m.	Jefferson County Courthouse, Rm 203
June 10, 2014 Tuesday	Human Services Board	4:00 p.m.	Workforce Development 874 Collins, Rm 103, Jefferson
	Human Services Board – Public Hearing	5:00 p.m.	Workforce Development 874 Collins, Rm 103, Jefferson
	County Board	7:00 p.m.	Jefferson County Courthouse, Rm 205
June 11, 2014 Wednesday	Economic Development Consortium	8:30 a.m.	UW Extension 864 Collins, Rm 12, Jefferson
	Economic Development Consortium Broadband Discussion	9:45 a.m.	JCEDC Office 864 Collins, Suite 111, Jefferson
June 12, 2014 Thursday	*Finance Committee (Agenda Revised)	8:30 a.m.	Jefferson County Courthouse, Rm 112
	Planning and Zoning Board of Adjustment – Site Inspections	10:15 a.m.	Jefferson County Courthouse, Rm 203
	Planning and Zoning Board of Adjustment – Public Hearing	1:00 p.m.	Jefferson County Courthouse, Rm 205
June 13, 2014 Friday	No Scheduled County Meetings		
June 14, 2014 Saturday	Lower Spring Lake Protection & Rehabilitation District	10:00 a.m.	Village Hall 100 Taft St, Palmyra
June 15, 2014 Sunday	No Scheduled County Meetings		



Jefferson County

**University of Wisconsin-Extension
Cooperative Extension**

864 Collins Road
Jefferson, WI 53549

(920) 674-7295

(920) 674-7200 (fax)

DATE: June 9, 2014

TO: Paul Babcock, Glen Borland, Peter Hartz, Ed Morse, Kate Murley and Other Interested Citizens

CC: Ben Wehmeier, Barb Frank, Tammie Jaeger, Jim Schroeder, Matt Hanson

FROM: LaVern Georgson, Agriculture Agent

RE: University Extension Education Committee Meeting

A meeting of the Jefferson County University Extension Education Committee will be held on **Monday, June 9, 2014 at 8:30 a.m.** at UW-Extension, 864 Collins Rd., **Room 12**, Jefferson, Wisconsin.

1. Call to Order & Roll Call (to establish a quorum)
2. Certification of Compliance with Open Meetings Law
3. Approval of Agenda (for possible rearrangement)
4. Approval of May 12, 2014 meeting minutes
5. Communications
6. Citizen Input & Comments
7. Follow Up to Orientation
8. 2014 Budget Update
9. Agent Reports
10. 2014 State WACEC Conference – June 23 & 24, Eau Claire, WI
11. Next meeting date – July 14, 2014
12. Identify Future Agenda Topics
13. Adjourn

The Committee may discuss and/or take action on any item specifically listed on the agenda.
Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

"Enriching people with knowledge, perspective, skills and aspirations." University of Wisconsin, U.S. Department of Agriculture and Wisconsin counties cooperating. UW-Extension provides equal opportunities in employment and programming including Title IX and ADA.

JEFFERSON COUNTY FARM DRAINAGE BOARD
Monthly Board Meeting
Jefferson County Courthouse
311 S. Center Avenue, Room 202
Jefferson, WI 53549

June 9, 2014
9:30 a.m.

AGENDA

1. Call meeting to order
2. Pay bills
3. Motion to adjourn



Farmland Conservation Easement Commission Agenda

**Jefferson County Courthouse, Room 203
311 S Center Ave
Jefferson, WI 53549**

Monday, June 9, 2014 12:30 pm

Members: Margaret Burlingham (Chair), Walter Christenson (Vice Chair), , Steve Nass (Secretary), Mariah Hadler and Blane Poulson.

1. Call to Order
2. Roll Call
3. Certification of Compliance With Open Meetings Law Requirement
4. Review of Agenda
5. Public Comment
6. Communications
7. Review & Approval of the May 12, 2014 meeting minutes
8. Discussion and possible action on PACE applications
 - a. Greg Wilke, Town of Waterloo
 - b. Clifford Haberman – Town of Milford
 - c. Gary & Mary Ann Kunz Trust – Town of Sumner
 - d. Duane Koch – Town of Farmington
9. Jefferson County Land and Water Conservation Report on Baseline Documentation for Easements.
10. Discussion on Natural Heritage Land Trust and County support of the Farmland Conservation Easement Commission
11. Discussion on future events that the Farmland Conservation Easement Commission would like to participate in and Community Outreach.
12. Future Meeting Dates
 - a. July 14, 2014 at 12:30 pm in Room 203
 - b. August 11, 2014 at 12:30 pm in Room 203
 - c. September 8, 2014 at 12:30 in Room 203
 - d. October 13, 2014 at 12:30 in Room 203
13. Suggestions for the Next Agenda
14. Adjourn

***The Commission may discuss and/or take action on any item specifically listed on the agenda.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 24 hours prior to the meeting so appropriate arrangements can be made.

AGENDA

**Jefferson County Human Services Board
Jefferson County Workforce Development Center
874 Collins Road, Room 103, Jefferson, WI 53549
June 10, 2014 at 4:00 p.m.**

Committee Members:

**Jim Mode, *Chair*
Dick Jones, *Secretary*
Russell Kutz
Augie Tietz**

**John McKenzie, *Secretary*
Julie Merritt
Jim Schultz**

- 1. Call to Order**
- 2. Roll Call/Establishment of Quorum**
- 3. Certification of Compliance with the Open Meetings Law**
- 4. Review of the June 10, 2014 Agenda**
- 5. Citizen Comments**
- 6. Approval of May 12, 2014 Board Minutes**
- 7. Communications**
- 8. Review of April, 2014 Financial Statement**
- 9. Review and Approve May, 2014 Vouchers**
- 10. Consider BadgerCare resolution**
- 11. Division Updates: Child and Family Division, Behavioral Health, Administration, Economic Support, and Aging and Disability Resource Center**
- 12. Update on New Professional Contracts**
- 13. Update on the Spring WCHSA Conference**
- 14. Updates from Wisconsin County Human Services Association**
- 15. Discuss the June public hearing/Review of Board Policies**
- 16. Public Hearing - Human Services Department 2015 Budget 5:00 p.m.**
- 17. Set next meeting date and potential agenda items (July 8 at 8:30)**
- 18. Adjourn**

The Board may discuss and/or take action on any item specifically listed on the Agenda

Special Needs Request - Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

AGENDA

JEFFERSON COUNTY BOARD MEETING

Tuesday, June 10, 2014 7:00 p.m.

**Jefferson County Courthouse
311 S. Center Avenue, Room 205
Jefferson, WI 53549**

1. **CALL TO ORDER**
2. **ROLL CALL BY COUNTY CLERK**
3. **PLEDGE OF ALLEGIANCE**
4. **CERTIFICATION OF COMPLIANCE WITH OPEN MEETING LAW**
5. **APPROVAL OF THE AGENDA**
6. **APPROVAL OF May 13, 2014 MEETING MINUTES**
7. **COMMUNICATIONS**
 - a. Treasurer's Monthly Report (Addendum to Agenda)
 - b. Letter dated May 16, 2014 from Watertown Cares Clinic
 - c. Email dated May 29, 2014 from Rep. Joel Kleefisch regarding Enbridge
 - d. Appointment by County Board Chair – Kirk Lund – Community Action Coalition
 - e. Zoning Committee Notice of Public Hearing, June 19, 2014
8. **PUBLIC COMMENT**
9. **ANNUAL REPORTS**
 - a. Health Department – Gail Scott
 - b. Human Services – Kathi Cauley
 - c. PADA - Amy Venables O'Neil
 - d. Clerk of Courts – Carla Robinson

COMMITTEE REPORTS / RESOLUTIONS / ORDINANCES

10. ADMINISTRATION AND RULES COMMITTEE
 - a. Ordinance – Create the Jefferson County Criminal Justice Collaborating Council
 - b. Ordinance – Amend Board Rules to reflect Wisconsin Act 373 regarding duties of county clerks
 - c. Ordinance – Amend Board Rules on Land Information Council to include Land Information Office Director and the real property lister
 - d. Ordinance – Delete County Board Chair and Vice Chair as members of Finance Committee
11. HUMAN SERVICES BOARD
 - a. Resolution – Ratify Regional Comprehensive Services Intergovernmental Agreement
12. HUMAN RESOURCES COMMITTEE
 - a. Resolution – Eliminate a full-time vacant Comprehensive Community Services (CCS) Facilitator position & create a full-time CCS Supervisor position

13. LAND AND WATER CONSERVATION COMMITTEE
 - a. Ordinance –Revisions to Animal Waste Storage and Nutrient Management Ordinance
14. LAW ENFORCEMENT AND EMERGENCY MANAGEMENT COMMITTEE
 - a. Resolution – Transfer ¼ acre parcel to the Lake Ripley Management District
15. PLANNING & ZONING COMMITTEE
 - a. Report – Approval of Petitions
 - b. Amend Zoning Ordinance)
16. COUNTY ADMINISTRATOR
 - a. Ordinance – Records Retention Ordinance
17. SUPERVISORS NASS AND MURLEY
 - a. Resolution – Congratulating UW-Whitewater athletes, teams and athletic department
18. SUPERVISOR LUND
 - a. Resolution – Place Health Care Advisory Referendum on the November 4, 2014 Jefferson County Ballot
19. **APPOINTMENTS BY COUNTY ADMINISTRATOR**
 - a. Dale Weis to the Zoning Board of Adjustment for a three-year term ending July 2, 2017
 - b. Ed Morse to the Historic Sites Preservation Commission to fill an unexpired term ending April 1, 2016
 - c. Mark Hanson to the Mid-Wisconsin Federated Library Systems Board to an unexpired term ending January 1, 2015
20. **APPOINTMENTS BY COUNTY BOARD CHAIRMAN**
 - a. Chief Vern Butzine to the Local Emergency Planning Committee (LEPC) for an indeterminate term
 - b. Jeff Larkin to the Local Emergency Planning Committee (LEPC) for an indeterminate term
21. **ANNOUNCEMENTS**
22. **ADJOURN**

NEXT COUNTY BOARD MEETING, JULY 8, 2014 7:00 P.M. ROOM 205



June 11, 2014, 8:30 a.m.
864 Collins Road, Room 12, Jefferson

JCEDC BOARD AGENDA

Board Members

Chairman: John David – City of Watertown

Timothy Freitag – City of Jefferson, Steve Wilke – City of Lake Mills, Mark Johnsrud - Village of Johnson Creek, Mo Hanson – City of Waterloo, Cameron Clapper – City of Whitewater, Matt Trebatoski – City of Fort Atkinson, Augie Tietz – County Supervisor, Jim Mode – County Supervisor, Glen Borland – County Supervisor

- I. **Call to Order**
- II. **Roll Call (Establish a quorum)**
 - A. **Introduction of New JCEDC Board Members**
- III. **Certification of Compliance with Open Meeting Laws**
- IV. **Approval of Minutes – May, 2014 *#**
- V. **Citizens' Comments**
- VI. **JCEDC Finance Report – May, 2014 *#**
- VII. **General Orders**
 - A. **External Committee Reports**
 - 1. Glacial Heritage Area
 - 2. Inter-county Coordinating Committee: Rail
 - 3. Wisconsin River Rail Transit Commission
 - B. Director's Report #
 - 1. LOIS' EcoDev Platform *#
 - C. Homebuyer Program Report
- VIII. **Special Orders**
 - A. Presentation on Brownfields Assessment and Grant Update #
 - B. IGA Review: Non-Voting Board Member Policy *#
 - C. IGA Review: Annual Review Policy *#
 - D. IGA Review: Citizen Comment Policy *#
- IX. **Citizens' Comments**
- X. **New Business**
 - A. Future Agenda Items
 - B. Upcoming Meetings/Seminars
- XI. **Adjournment**

The JCEDC Board of Directors may discuss and/or take action on any item specifically listed on the agenda.

*** Indicates a vote will be taken. # Indicates a document is enclosed.**

**** Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 24-hours prior to the meeting so appropriate arrangements can be made.**



June 11, 2014, 9:45 a.m.
864 Collins Road, Ste 111, Jefferson (JCEDC Office)

Broadband Discussion Meeting

Board Members

Chairman: John David – City of Watertown

Timothy Freitag – City of Jefferson, Steve Wilke – City of Lake Mills, Mark Johnsrud - Village of Johnson Creek, Mo Hansen – City of Waterloo, Cameron Clapper – City of Whitewater, Matt Trebatoski – City of Fort Atkinson, Augie Tietz – County Supervisor, Jim Mode – County Supervisor, Glen Borland – County Supervisor

- I. Call to Order
- II. Roll Call
- III. Certification of Compliance with Open Meeting Laws
- IV. Overview of Federal, State, Regional, and Local Broadband Initiatives
- V. Review of Local Municipalities' State of Broadband
- VI. Broadband Priorities Moving Forward
- VII. Adjournment

The JCEDC Board of Directors may discuss and/or take action on any item specifically listed on the agenda.

A Quorum of the Jefferson County Economic Development Consortium may be present but no action will be taken.

"Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 24 hours prior to the meeting so appropriate arrangements can be made."

Agenda
Jefferson County
Finance Committee
***REVISED 06-11-2014**
Jefferson County Courthouse
311 S. Center Avenue
Room 112
Jefferson, WI 53549

Date: Thursday, June 12, 2014

Time: 8:30 a.m.

Committee members:	Braughler, James (Vice Chair)	Poulson, Blane
	Hanneman, Jennifer (Secretary)	Schroeder, Jim
	Jones, Richard (Chair)	

Note: Bid opening for delinquent properties at 9:00 am.

1. Call to order.
2. Roll call (establish a quorum).
3. Certification of compliance with the Open Meetings Law.
4. Review of the agenda.
5. Citizen comments.
6. Approval of Finance Committee minutes for May 8, 2014.
7. Communication.
8. Monthly Financial Report-Finance Department.
9. Discussion of funding for projects related to the new Highway Facilities.
10. Review and discussion on 2014 projections of budget vs. actual.
11. Update on the 2015 budget process.
12. Discussion and approval of bids received for foreclosed properties and consideration of the process to use to dispose of the unsold properties.
13. Discussion and possible action on transferring county owned property to the City of Jefferson-PIN 241-0614-1131-026.
14. ***Discussion and possible action to delete the County Board Chair and Vice Chair as members of Finance Committee referred from County Board**
15. Discussion on sending out RFP for auditing services.
16. Discussion on the impacts to GASB 68 (Governmental Accounting Standards Board).
17. Discussion on the implementation of Procurement Cards (P-Cards).
18. Update on contingency fund balance.
19. Set future meeting schedule, next meeting date, and possible agenda items.
20. Payment of invoices.
21. Adjourn.

Next scheduled meetings:

Thursday, July 17, 2014 Regular Meeting
Thursday, August 14, 2014 Regular Meeting
Monday, September 8, 2014 Budget Meeting
Wednesday, September 10, 2014 Budget Meeting
Thursday, September 11, 2014 Regular and Budget Meeting
Friday, September 12, 2014 Budget Meeting
Thursday, October 9, 2014 Regular Meeting

All meetings are scheduled to begin at 8:30 am in Room 112 unless otherwise noted

The Committee may discuss and/or take action on any item specifically listed on the agenda

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

JEFFERSON COUNTY ZONING BOARD OF ADJUSTMENT

Janet Sayre Hoeft, Chair; Dale Weis, Vice-Chair; Don Carroll, Secretary;
Paul Hynek, First Alternate; Lloyd Zastrow, Second Alternate

PUBLIC HEARING *BEGINS AT 1:00 P.M. ON THURSDAY, JUNE 12, 2014 IN ROOM 205, JEFFERSON COUNTY COURTHOUSE*

CALL TO ORDER FOR BOARD MEMBERS *IS AT 10:15 A.M. IN COURTHOUSE ROOM 203, PRIOR TO THE HEARING*

SITE INSPECTION FOR BOARD MEMBERS *LEAVES AT 10:30 A.M. FROM COURTHOUSE ROOM 203, PRIOR TO THE HEARING*

1. *Call to Order-Room 203 at 10:15 a.m.*
2. *Roll Call*
3. *Certification of Compliance with Open Meetings Law Requirements*
4. *Review of Agenda*
5. *Approval of May 8, 2014 Meeting Minutes*
6. *Communications*
7. *Site Inspections – Beginning at 10:30 a.m. and Leaving from Room 203*
V1422-14 – Steven Hamme, N8875 South Road, Town of Watertown
V1423-14 – Steven Hamme, N8875 South Road, Town of Watertown
V1424-14 – David & Katie Schroeder, N8883 CTH E, Town of Watertown
8. *Public Hearing – Beginning at 1:00 p.m. in Room 205*
9. *Explanation of Process by Board of Adjustment Chair*

NOTICE OF PUBLIC HEARING JEFFERSON COUNTY ZONING BOARD OF ADJUSTMENT

NOTICE IS HEREBY GIVEN that the Jefferson County Zoning Board of Adjustment will conduct a public hearing at 1:00 p.m. on Thursday, June 12, 2014 in Room 205 of the Jefferson County Courthouse, Jefferson, Wisconsin. Matters to be heard are applications for variance from terms of the Jefferson County Zoning Ordinance. No variance may be granted which would have the effect of allowing in any district a use not permitted in that district. No variance may be granted which would have the effect of allowing a use of land or property which would violate state laws or administrative rules. Subject to the above limitations, variances may be granted where strict enforcement of the terms of the ordinance results in an unnecessary hardship and where a variance in the standards will allow the spirit of the ordinance to be observed, substantial justice to be accomplished and the public interest not violated. Based upon the findings of fact, the Board of Adjustment must conclude that: 1) Unnecessary hardship is present in that a literal enforcement of the terms of the ordinance would unreasonably prevent the owner from using the property for a permitted purpose or would render conformity with such restrictions unnecessarily burdensome; 2) The hardship is due to unique physical limitations of the property rather than circumstances of the applicant; 3) The variance will not be contrary to the public interest as expressed by the purpose and intent of the zoning ordinance. **PETITIONERS, OR THEIR REPRESENTATIVES, SHALL BE PRESENT.** There may be site inspections prior to public hearing which any interested parties may attend; decisions shall be rendered after public hearing on the following:

V1422-14 – Steven R Hamme: Variance from Section 11.09(c) of the Jefferson County Zoning Ordinance to allow potential structural alterations in excess of 50% of the existing structural members, and an addition exceeding 50% of the existing foundation footprint, whether vertically or horizontally. The site is at **N8875 South Road** in the Town of Watertown, on PIN 032-0815-1521-002 (0.7 acre). The property is zoned A-1, Exclusive Agricultural.

V1423-14 – Steven R Hamme: Variance from Sections 11.04(f)6 and 11.07(d) to allow detached garage construction at less than the required side yard, road right-of-way and road centerline setbacks. The site is in the Town of Watertown on PIN 032-0815-1521-002 (0.7 acre). This A-1, Exclusive Agriculturally zoned property is at **N8875 South Road**.

V1424-14 – David T & Katie Schroeder: Variance from Sec. 11.04(f)8 to allow a detached structure within the lot area that is less than the 150' by 200' required for structure placement. The site is at **N8883 CTH E** in the Town of Watertown, on PIN 032-0815-1511-000 (6.062 Acres). The property is zoned A-3, Agricultural/Rural Residential.

10. Decisions on Above Petitions

11. Adjourn

If you have questions regarding these variances, please contact the Zoning Department at 920-674-7113 or 920-674-8638. Variance files referenced on this hearing notice may be viewed in Courthouse Room 201 between the hours of 8:00 a.m. and 4:30 p.m. Monday through Friday, excluding holidays. Materials covering other agenda items can be found at www.jeffersoncountywi.gov.

The Board may discuss and/or take action on any item specifically listed on the agenda.

JEFFERSON COUNTY ZONING BOARD OF ADJUSTMENT

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 at least 24 hours prior to the meeting so appropriate arrangements can be made.

A digital recording of the meeting will be available in the Zoning Department upon request.

LOWER SPRING LAKE PROTECTION & REHABILITATION DISTRICT

3rd Quarterly Meeting

June 14, 2014 10:00 A.M.

***Village Hall
100 Taft Street
Palmyra, WI 53156***

- Call to order (Carol)
- Reading of Minutes for April 5, 2014 (Pat)
- Treasurer's Report (Vicki)
- Chemical Treatment Report (Patricia)
- Water Lily Harvesting Update (Carol)
- Clean Boats, Clean Waters Report (Anne)
- Geese Depredation Update (Bill/Carol)
- Spring Clean-Up Project (Bill/Carol)
- Dam Repair Update (Josh/Carol)
- Harvesting Report (Al/Carol)
- Boat Launch Update (Al/Carol)
- Open Forum
- Next Meeting Date
- Adjournment